



# City of Green Cove Springs

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[www.greencovesprings.com](http://www.greencovesprings.com)

## MEMORANDUM

To: Steve Kennedy, City Manager  
From: Development Services Department  
Date: April 9, 2024  
Subject: Monthly Planning, Code Enforcement and Building Report for March 2024

### **PLANNING**

In March, the Planning Department received a recommendation of approval from the Planning and Zoning Commission to adopt the Form Based Code.

Two new business licenses were issued and 10 were renewed.

- D-Bat Green Cove
- Optimize Physical Therapy & Sports Performance

Total Business Tax Revenue for **March** was **\$1,512.50**.

During the month of March:

- Began or continued reviewing the following planning applications:
  - **US16/17 Map Amendment, Text Amendment and PUD Rezoning**
  - **Clay Habitat Palmer Street Re-Plat**
  - **Operation Lifeline Subdivision**
  - **Clay County Economic Development Building**
  - **Clay County Fire Station 20**
  - **Owens Minor Subdivision**
  - **US16/US 17 Commerce PUD**
  - **Gustafson Park**
  - **Rookery CDD**
  - **River Oaks Site Plan and Rezoning Request**
  - **Truemont Annexation, Future Land Use and Rezoning Request**
- The following applications were approved:
  - **Vineyard Transitional Center Site Development**
  - **Sunrise to Sunset Special Exception**
- **16 lien search requests, and 5 new permit applications were submitted.**
- Approved the Magnolia West Community Development District revisions
- A recommendation of approval for the annexation of the Truemont property by the Planning and Zoning Commission
- **Approved the Calavida Annual Festival**
- **Approved the Good Guys Motors Grand Opening Celebration**
- Revenues for Planning related fees for **March** were **\$925.00**.

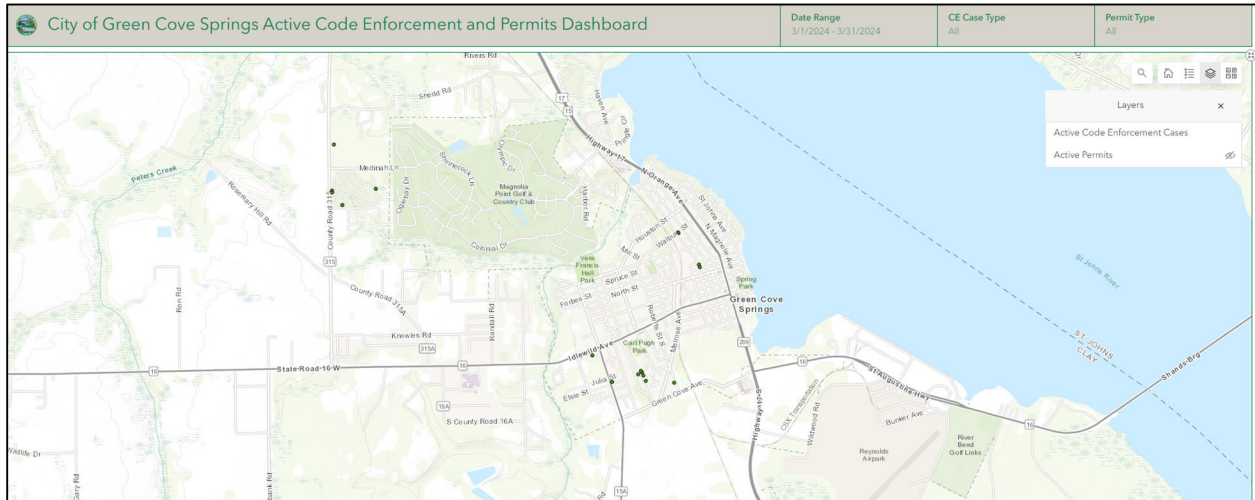
## **CODE ENFORCEMENT**

In March, there were thirty-five new enforcement complaints filed. Voluntary compliance was achieved for eleven of the cases resulting in case closure. For Fiscal Year 2023-2024, Code Enforcement has collected \$13,405.56 in Code Enforcement fines.

### **Compliance for March courtesy notice of violation/notice of violations:**

- 11 of 35 (31%) courtesy notices of violation/notice of violation were complied with.
- 10 of 25 (40%) notices of violation were voluntary complied with.
- 18 notices of violation from previous months compliance were achieved resulting in case closure.
- 0 courtesy notices of violation from previous months compliance were achieved resulting in closure.
- 146 cases courtesy notices of violation/notice of violation complied year to date.

### **New Code Enforcement Cases for March 2024**



## **BUILDING**

Building permit activity decreased 11% from February to March. The total number of building permits issued in February was 82 compared to 73 in March. Permit activity for March 2024 increased by 6% from March 2023.

Revenues for Building related fees for March were \$21,591.50.

MARCH 2024 PERMIT SUMMARY	
RESIDENTIAL NEW	2
COMMERCIAL NEW	0
RESIDENTIAL ADDITION	8
COMMERCIAL ADDITION	1
RESIDENTIAL REMODEL / IMPROVEMENT	9
COMMERCIAL REMODEL / IMPROVEMENT	1
DEMOLITION	2
SIGNS	0
POOLS	0
RE-ROOFING	16
FENCES	5
MECHANICAL / ELECTRICAL / PLUMBING	24
OTHER PERMITS	5
<b>TOTAL PERMITS ISSUED</b>	<b>73</b>

